



State Environmental Review Process (SERP) Checklist

Checklist to be completed and signed by Ecology

FUNDING AGENCY INFORMATION (<i>to be completed by the Ecology Project Manager</i>)	
ECY PROJECT MANAGER:	PHONE #: () -
ECY FINANCIAL MANAGER:	PROJECT MGR EMAIL:
ECY PROGRAM:	
GENERAL PROJECT INFORMATION	
LOAN APPLICANT:	
SITE NAME(S):	
LOAN NAME:	LOAN NUMBER:
LOAN APPLICANT CONTACT INFORMATION	
APPLICANT CONTACT PERSON (if different than above):	
ADDRESS:	
CITY, STATE:	PHONE #: () -
ZIP, COUNTY:	EMAIL:

Document how the SERP Packet complies with Ecology guidance and procedures. Provide comments for additional information or to justify approval when not all boxes are checked. **Attach appropriate documentation for final approval.**

- The applicant has completed the State Environmental Policy Act (SEPA) or the National Environmental Policy Act (NEPA) for this project¹.
 - ☐ This packet has the following documentation supporting a complete SEPA or NEPA process.
 - a. Project description includes the entire area of effect. ☐
 - b. Project description includes all phases, stages, and elements of the project. ☐
 - c. Resource impacts accurately described. ☐
 - d. SEPA checklist or NEPA document attached. ☐
 - e. The signed SEPA or NEPA determination attached. ☐
 - f. Documentation that the lead agency solicited public comments (affidavit of publication or similar) is attached. ☐
 - g. Any comments received by the lead agency attached. ☐

Comments:

¹ NEPA projects please fill out the Environmental Review Adoption Checklist

2. The project meets the SERP public participation requirement

- ☐ The project held a public meeting on this date: _____
- a. Meeting open to the public. ☐
 - b. Discussion of environmental impacts on agenda. ☐
 - c. Discussion of alternatives, costs, and rate impacts on agenda. ☐
 - d. Opportunity for public to provide input. ☐

Comments:

3. The project meets the Cost Effectiveness requirements (required for all projects as of FY 2017)

- ☐ The project prepared a complete cost effectiveness analysis:
- a. Description of all appropriate alternatives considered. ☐
 - b. Comparison of monetary costs/benefits of each alternative. ☐
 - Consideration of capital, operation, maintenance, replacement costs on 50-year present value bases.
 - Estimate of sewer rates using commercial financing.
 - Estimate of sewer rates using SRF financing.
 - c. Comparison of non-monetary costs/benefits of each alternative, including environmental impact, energy impacts, growth impacts, and community priorities. ☐
 - Identify any mitigation or project changes made to address impacts.
 - d. The selected alternative represents the cost effective alternative. ☐
 - e. Comparison of non-monetary costs/benefits of each alternative. ☐
 - f. Demonstrate the selected alternative maximizes water and energy conservation. ☐

Comments:

4. Ecology Determination (check one)

- ☐ Affirmed SEPA Determination.
- ☐ Adoption of NEPA document and decision
- ☐ Further information required (do not sign checklist until SERP package approved)

Comments:

To request ADA accommodation including materials in a format for the visually impaired, call Water Quality Reception at Ecology, 360-407-6600. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.

SERP Checklist prepared by:

Ecology Regional Project Manager (date)

SERP Checklist reviewed by:

Ecology Headquarter SRF Engineer or
Environmental Review Coordinator (date)

To request ADA accommodation including materials in a format for the visually impaired, call Water Quality Reception at Ecology, 360-407-6600. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.